

VIRGINIA: MINUTES FOR THE REGULAR MEETING OF THE DINWIDDIE COUNTY PLANNING COMMISSION HELD IN THE GOVERNMENT CENTER BUILDING ON THE 10<sup>th</sup> DAY OF DECEMBER 2025 AT 7:00 P.M.

PRESENT:	ALVIN LANGLEY		DIST #1
	EDWARD TITMUS		DIST #2
	JOHN HARVELL	CHAIRMAN	DIST #3
	HANNAH BISHOP		DIST #4
	SAMUEL W. HAYES, P.E.	VICE CHAIRMAN	AT-LARGE
ABSENT:	ANTHONY SIMMONS		DIST #5
OTHER:	MARK BASSETT	PLANNING DIRECTOR	
	MATTHEW CULBREATH	ASST. PLANNING DIRECTOR	
	MICHAEL DREWRY	ASST. COUNTY ATTORNEY	
	MORGAN INGRAM	EXECUTIVE DIR. COMMUNITY DEV.	

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**IN RE: CALL TO ORDER**

The Chairman called the meeting to order at 7:01 p.m.

**IN RE: PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE**

The Chairman asked everyone to stand for the pledge of allegiance and a moment of silence.

**IN RE: ROLL CALL**

The Chairman asked for a roll call and Mr. Simmons was not present.

**IN RE: APPROVAL OF AGENDA**

The Chairman asked if there were any corrections or additions to the agenda. He said hearing none he would entertain a motion to accept the agenda as presented. Ms. Bishop made a motion to accept the agenda. Mr. Titmus seconded it and with Ms. Bishop, Mr. Langley, Mr. Titmus, Mr. Hayes, and Mr. Harvell, voting "AYE" the agenda as presented was accepted.

**IN RE: APPROVAL OF MINUTES**

The Chairman asked if there were any corrections to the November 12, 2025 regular meeting minutes. He said since there are none he would entertain a motion to accept the minutes as presented. Mr. Langley made a motion to accept the minutes as presented. Ms. Bishop seconded it and with Mr. Langley, Ms. Bishop, Mr. Titmus, Mr. Hayes and Mr. Harvell voting "AYE" the minutes as presented were accepted.

**RE: CITIZEN COMMENTS**

The Chairman opened the citizen comments portion of the meeting and asked if anyone had signed up to speak. He said since there is no one signed up to speak he was closing the citizen comments portion of the meeting.

The Chairman asked Mr. Bassett to present the first case.

**Staff Report**  
**Planning Commission**  
**December 10, 2025**

**Case #:** C-25-7  
**Applicants:** Kevin Summerfield & Crystal Comer Summerfield  
**CUP Request:** To operate an event facility in the A-2, Agricultural General, District  
**Property Location:** 16011 Boydton Plank Rd. (Route 1), Dinwiddie  
**Tax Map Parcel:** 57-39C  
**Property Size:** 2.42 +/- acres  
**Magisterial District:** Rowanty

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**CASE OVERVIEW**

The applicants, Kevin Summerfield & Crystal Comer Summerfield, are seeking a conditional use permit to operate an event facility on the following described property containing approximately 2.42 +/- acres. The property is located at 16011 Boydton Plank Rd. (Route 1), Dinwiddie. The property is further defined as Tax Map Parcel No. 57-39C. As indicated in the Dinwiddie County Comprehensive Land Use Plan, the subject property is located within the Rural Conservation Area, which allows for limited residential and agricultural development for this general area.

**ATTACHMENTS**

Rezoning Application, Property Location Map, VDOT Review Letter

**LAND USE/ZONING ANALYSIS**

The subject property includes the existing Butterworth home, outbuildings and storage shed. The surrounding property land uses include approximately 100 acres of farmland in land use i.e., cropland, pastureland along with a barn and pole sheds. Beyond the surrounding farmland are two single-family residences: one to the north and one to the south. The surrounding properties are zoned A-2, Agricultural General. The applicants intend to utilize the existing property and home for events such as birthday parties, reunions, and weddings. Events will be limited to Friday through Sunday between 10:00 AM - 10:00 PM. The owners will provide tables, chairs, and tents as needed for the events.

As designated by the Comprehensive Land Use Plan, the subject property is within the Rural Conservation Area which allows limited residential and agricultural development. The A-2, Zoning District allows an “event facility” upon the Board of Supervisors granting the use under a conditional use permit.

**OVERVIEW OF IMPACTS**

*Public Utilities & Public Safety*

The existing facilities utilize on-site well and septic systems. When the proposed use of the property (the event facility) was presented to the Dinwiddie County Land Development Committee (LDC), The Public Safety Department indicated that the impact of the proposed use on public safety services is minimal.

## Transportation

The Virginia Department of Transportation, Southern Region Land Development Office has reviewed the land use amendment application dated 10-09-25 received at the Petersburg Residency on 11-12-25 and has the following comments for the county's use:

1. Rt. 1 Boydton Plank Road has a functional classification of a minor arterial and has an average annual daily traffic (AADT) count of 2,600 vehicles per day.
2. A low volume commercial entrance will be required to access the site for the proposed use. It is likely that the existing entrance will meet VDOT criteria for a low volume commercial entrance. Stopping sight distance of 495' must be available at the site entrance.
3. VDOT has no objection to the proposed rezoning.

The impacts on the transportation network are minimal. The subject property is accessed from the existing entrance located on Route 1. The number of trips generated by the proposed use on the subject property are based on the type of event and these events normally do not take place during normal peak hours with the events taking place on weekends and evenings.

In general, the road system in this particular area is adequate to handle the traffic generated by the subject use. If the proposed use is granted a conditional use permit, the applicant will be required to comply with all VDOT's low volume commercial entrance requirements.

## SITE AND USE ANALYSIS

This is an appropriate use of the existing facilities located on the subject property and given the acreage available for the event facility in relation to the surrounding land uses and zoning pattern, the proposed use is appropriately located.

## RECOMMENDATION

As set forth in the Zoning Ordinance Sec. 22-22. (Conditional use permits generally), "*Any provisions of this Chapter which allow a use with a conditional use permit shall not prohibit the Board of Supervisors from denying an application for a particular permit upon finding, after public hearing, that the issuance of such permit would not be in compliance with the intent, purpose and design of this Chapter and/or Section 22-2 of this Code*". Section 22-2. (Purpose and design of chapter) states that "*For the purpose of promoting the health, safety and general welfare of the public and of further accomplishing the objectives of Va. Code Section 15.1-427 of the Code of Virginia, 1950, as amended, the provisions of this chapter are hereby adopted as the zoning regulations of the County, together with the accompanying map. This Chapter has been designed:*

- 1) *To provide for adequate light, air, convenience of access and safety from fires, floods and other dangers;*
- 2) *To reduce or prevent congestion in the public streets;*
- 3) *To facilitate the creation of a convenient, attractive and harmonious community;*
- 4) *To expedite the provision of adequate police and fire protection, disaster evacuation, civil defense, transportation, water, sewerage, schools, parks, forests, playgrounds, recreational facilities, airports, and other public requirements;*
- 5) *To protect against destruction of or encroachment upon historic areas; and*
- 6) *To protect against one or more of the following: overcrowding of land, undue density of population in relation to the community facilities existing or available, obstruction of light and air, danger and congestion in travel and transportation or loss of life, health or property from fire, flood, panic, or other dangers."*

The Planning staff reviewed the conditional use permit request and is satisfied that with appropriate conditions the impacts of the proposed event facility are addressed. The issuance of the permit would be in compliance with the intent, purpose and design of this Chapter 22 and/or Section 22-2 of this Code.

Staff's recommendation of APPROVAL of the request for a conditional use permit to allow for the use of the existing property and structures to provide for an event facility is subject to the following conditions:

1. Generally. The use of the property shall be limited to an event facility and property rental for special events. All uses shall be subject to this conditional use permit. The event facility shall be located on Tax Map Parcel 57-39C (the "Property").
2. Event Space and capacity. The event facility consists of the outdoor portion of the Property and inside the existing dwelling and other outbuildings located on the property. No more than 75 people are allowed on the Property at any one time during an event.
3. Parking. All parking for the event facility shall be located on the Property. Parking on Tax Map Parcel 56-57 is allowed with the property owner's consent.
4. Driveway entrance. The driveway entrance on Route 1 shall comply with VDOT entrance design and construction standards.
5. Sanitary sewer and potable water. Adequate sanitary sewer and potable water facilities shall be maintained per Dinwiddie County Health Department requirements and all applicable Dinwiddie County Health Department permits shall be obtained as part of the event facility.
6. Site lighting. Any additional site lighting installed on the Property shall be directed downward and inward to the site to preserve the night sky and shall not directly cast light onto the adjoining properties.
7. Time of operation. All outdoor activities and events associated with the event facility shall only be conducted between 10:00 AM and 10:00 PM Friday through Sunday.
8. Outdoor camping. Informal outdoor camping is only allowed when associated with and ancillary to an event. The camping is only allowed on a temporary basis with no permanent campsites being established. The camping shall comply with all local and state ordinances and regulations.
9. Security. For events where security is needed and provided by the deputies with the Dinwiddie County Sheriff's Department, the property owner(s) shall be responsible for all costs associated with the deputies providing security services and payment/reimbursement to the Dinwiddie County Sheriff's Department.
10. Special events. Any gatherings of more than 300 persons on the property at any one time for an event or any other activity shall be subject to the entirety of Chapter 3, Article 2 of the Dinwiddie County Code, Special Events, as it may be amended from time to time.
11. Noise. Noise associated with events, gatherings, and activities shall be subject to and comply with the entirety of Chapter 15, Article 1 of the Dinwiddie County Code, Offenses, as it may be amended from time to time.
12. Compliance with laws. The event facility shall comply with all applicable federal, state, and local codes.
13. Annual review. This conditional use permit shall be reviewed by the Zoning Administrator of Dinwiddie County on an annual basis from the date of issuance of the conditional use permit.
14. CUP revocation. A violation of any of the conditions of this conditional use permit shall make this conditional use permit subject to revocation by the Dinwiddie County Board of Supervisors.

### **PLANNING COMMISSION RECOMMENDATION**

Since this is a zoning matter, the standard statement regarding the Planning Commission recommendation on this zoning matter must be read. In order to assist, staff prepared the following motions:

*Motion to recommend approval to the Board of Supervisors with conditions:*

**BE IT RESOLVED**, that in order to assure compliance with Virginia Code Section 15.2-2286(A) (7) it is stated that the public purpose for which this Resolution is initiated is to fulfill the requirements of public necessity, convenience, general welfare and good zoning practice, I move that conditional use permit request, C-25-7, as presented, be recommended for approval with conditions to the Board of Supervisors.

*Motion to recommend disapproval to the Board of Supervisors:*

**BE IT RESOLVED**, that in order to assure compliance with Virginia Code Section 15.2-2286(A) (3) & (7) and Zoning Ordinance Sections 22-22 and 22-2 it is stated that the public purpose for which this Resolution is initiated is to fulfill the requirements of public necessity, convenience, general welfare and good zoning practice, I move that conditional use permit request, C-25-7, as presented, be recommended for disapproval to the Board of Supervisors as the issuance of a conditional use permit would not be in compliance with the intent, purpose, and design of the Dinwiddie County Zoning Code.

Mr. Bassett asked the members if they had any questions.

Mr. Drewry commented that in condition 10 the words “on the property” could be crossed out. He said he spoke to Mr. Bassett concerning this change.

Mr. Titmus said he had a question about the number of people. We have the applicant saying they will not have more than 75 people at an event. We state in our ordinance that if someone has an event with over 300 people or more, they need to apply for a Conditional Use Permit. What is required if they exceed 75 people or stay below 300 people?

Mr. Bassett said by Code, they would not need to get a special event permit for events under 300 people in attendance. We would have to say no to the applicant if they exceed 75 or stay below 300.

Mr. Hayes asked if we are being consistent with what we are asking of this applicant as we were with the applicant doing the same thing down the road from this location.

Mr. Bassett said yes we are.

Ms. Bishop wanted to know if people leaving this property are able to turn left or must they turn right.

Mr. Bassett said they would be able to turn left.

The Chairman asked the Commissioners if they had any more questions for Mr. Bassett. He said since there are no more questions, would the applicant like to come forward and add anything.

Mr. Kevin Summerfield came forward and said he did not have anything he wanted to add, but he would answer any questions the members may have.

Ms. Bishop asked the applicant if he had spoken to his neighbors about the event facility.

Mr. Summerfield said he spoke to his neighbors and they did not have a problem with his event facility. The Chairman asked the Commissioners if they had any more questions for the applicant. He said since there are no more questions, he was opening the public hearing portion of the case. He asked if anyone

had signed up to speak. Hearing that no one signed up to speak he closed the public hearing portion of the meeting.

He asked the Commissioners if they had any additional questions. He said if no one has any more questions he would entertain a motion. Mr. Titmus made a motion and read the following:

BE IT RESOLVED, that in order to assure compliance with Virginia Code Section 15.2-2286(A) (7) it is stated that the public purpose for which this Resolution is initiated is to fulfill the requirements of public necessity, convenience, general welfare and good zoning practice, I move that conditional use permit request, C-25-7, as presented, be recommended for approval with conditions to the Board of Supervisors.

It was seconded by Mr. Langley and with Mr. Langley, Ms. Bishop, Mr. Titmus, Mr. Hayes and Mr. Harvell voting "AYE" C-25-7 was recommended for approval with conditions to the Board of Supervisors.

**RE: PUBLIC HEARING**

**Staff Report**  
**Planning Commission**  
**December 10, 2025**

<b>Case #:</b>	P-25-14
<b>Applicant:</b>	John Worch
<b>Rezoning Request:</b>	Residential, Limited, R-1 to Residential, Rural, RR-1
<b>Property Location:</b>	7512 Boydton Plank Road (Route 1) North Dinwiddie
<b>Tax Map Parcel #:</b>	20-95E
<b>Property Size:</b>	2.04 +/- acres
<b>Magisterial District:</b>	Rohoic

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**CASE OVERVIEW**

The applicant, John Worch, is requesting to rezone property containing approximately 2.04 +/- acres from Residential, Limited, R-1 to Residential, Rural, RR-1. The R-1 zoning district allows single-family residential at a maximum residential density of 20,000 sq. ft. per lot, and the RR-1 zoning district allows a maximum density of two acres per lot. The property is located at 7512 Boydton Plank Road (Route 1) North Dinwiddie and is further identified as Tax Map Parcel No. 20-95E. As indicated in the Dinwiddie County Comprehensive Land Use Plan, the subject property is located within the Suburban Residential Area of the Northern Dinwiddie Development Area, which allows for single-family detached and attached residential development for this general area.

**ATTACHMENTS**

Rezoning Application, Property Location Map, VDOT Review Letter

**LAND USE/ZONING ANALYSIS**

The subject property is 2.04 acres in size and the minimum lot size allowed in the RR-1 zoning district is 2.0 acres. The adjoining vacant property to north is zoned Residential, Limited, R-1, and the abutting vacant property to the rear owned by the applicant is also zoned R-1, Residential Limited.

The adjoining property to the south is zoned B-2, Business General and contains forestal land use. The property to the east across Route 1 is comprised of the Oak Grove Baptist Church on a two-acre parcel and a 92-acre vacant parcel comprised of forestal and crop land uses.

The applicant is requesting the rezoning in order to build a larger accessory building, storage shed, on the property. In the R-1 zoning district an accessory building is only allowed to be 50% of the size of the main/principal structure; therefore, the applicant is requesting the RR-1 zoning classification to accommodate a larger accessory building. The RR-1 district does not allow for any additional uses beyond what are allowed in the R-1 zoning district.

As indicated in the Dinwiddie County Comprehensive Land Use Plan, the subject property is located within the Suburban Residential Area of the Northern Dinwiddie Development Area, which allows for single-family detached and attached residential development for this general area. With the exception of the small acreage lots fronting on Terminal Drive north of the subject property, much of the surrounding area has remained large lot residential and forested in character.

## **OVERVIEW OF IMPACTS**

### *Public Utilities, School System, & Public Safety*

The existing single-family residence will have minimal impact to public utilities, the public school system and public safety services. The subject property and area are served by private well and septic systems. The proposed rezoning is a “downzoning” with regard to the density of residential homes that are allowed to be developed on the property by right. The subject property has direct access to a public road with regard to public safety related calls.

### *Transportation*

The impact of the rezoning the existing single-family residence on the existing transportation network does not warrant any improvements to public roads. The subject property has direct access to Boydton Plank Road (Route 1) and any future entrance improvements will have to be approved by VDOT.

1. Rt. 1 Boydton Plank Road has a functional classification of a minor arterial and has an average annual daily traffic (AADT) count of 9,900 vehicles per day.
2. A private entrance will be required to access the site. There is an existing private entrance that currently accesses the site.
3. VDOT has no objection to the proposed rezoning.

## **RECOMMENDATION**

Staff recommends APPROVAL of the request to rezone the subject property given that:

1. The requested zoning classification, RR-1, Residential, Rural, is compatible with the surrounding zoning pattern and surrounding land uses; and
2. The existing residential use conforms to the underlying uses recommended for this general area in the Comprehensive Land Use Plan’s Suburban Residential Area of the Northern Dinwiddie Development Area.

## **PLANNING COMMISSION RECOMMENDATION**

Since this is a zoning matter, the standard statement regarding the Planning Commission's recommendation on this zoning matter must be read. In order to assist, staff has prepared the following motion:

**BE IT RESOLVED, that in order to assure compliance with Virginia Code Section 15.2-2286 (A) (7) it is stated that the public purpose for which this Resolution is initiated is to fulfill the requirements of public necessity, convenience, general welfare and good zoning practice, I move that rezoning P-25-14 be recommended for (approval OR disapproval) to the Board of Supervisors.**

Mr. Bassett asked the members if they had any questions.

The Chairman asked the members if they had any more questions for Mr. Bassett. He said since there are no questions, would the applicant like to come forward and add anything.

Mr. John Worch came forward and said he did not have anything he wanted to add, but he would answer any questions the members may have.

The Chairman asked the Commissioners if they had any questions for the applicant. He said since there are no questions he would entertain a motion. Ms. Bishop made a motion and read the following:

BE IT RESOLVED, that in order to assure compliance with Virginia Code Section 15.2-2286 (A) (7) it is stated that the public purpose for which this Resolution is initiated is to fulfill the requirements of public necessity, convenience, general welfare and good zoning practice, I move that rezoning P-25-14 be recommended for (approval OR disapproval) to the Board of Supervisors.

It was seconded by Mr. Titmus and with Mr. Langley, Ms. Bishop, Mr. Titmus, Mr. Hayes and Mr. Harvell voting "AYE" P-25-14 was recommended for approval to the Board of Supervisors.

### **RE: OLD BUSINESS**

The Chairman asked Mr. Bassett if he had any old business.

Mr. Bassett said he does not have any old business.

### **RE: NEW BUSINESS**

The Chairman asked Mr. Bassett if he had any new business.

Mr. Bassett said in your 2026 public meeting schedule that you will be voting on at the January Organizational meeting Veterans Day falls on your November 11, 2026 meeting day. In the past when there is a conflict with a holiday we moved the meeting to the following day. He said he wanted to get there opinion on that decision a head of time.

All the members were in agreement with having the meeting on the following day, which is November 12, 2026.

### **IN RE: PLANNING COMMISSIONER COMMENTS**

The Chairman asked the Commissioners if they had any comments.

There was some general conversation about the solar facility case and the West Petersburg rezoning case going before the Board of Supervisors this month.

Mr. Harvell took a moment and introduced his wife, who was sitting in the audience.

**IN RE: PLANNING DIRECTOR COMMENTS**

The Chairman asked Mr. Bassett if he had any comments.

Mr. Bassett informed the Commissioners that beyond the yearly organizational portion of the meeting staff is working with an applicant on their possible case. The applicant Capek Properties, who is a truck repair business on Simpson Road, is requesting to modify their landscape buffer as part of their development. They would like to reduce their buffer from 50 feet to 25 feet along the side property lines.

**IN RE: ADJOURNMENT**

The Chairman said if there is no further business he would entertain a motion for adjournment. Mr. Titmus made a motion to adjourn the meeting, and Ms. Bishop seconded it and with all members in agreement the meeting adjourned at 7:45 p.m.

Respectfully Submitted,

Mark Bassett  
Planning Director

Signed: \_\_\_\_\_  
Planning Commission Chairman

Dated: \_\_\_\_\_